

PART-V
REGISTRAR-CUM- SECRETARY

20. Registrar cum Secretary:-

- (1)**Power and duties:** - The Registrar shall exercise his powers and duties as contained in the provision of the Act, regulations and standing orders of the Dental Council of India and the rules of the Arunachal Pradesh State Dental Council.
- (2)**Appointment:-** The Registrar who act as secretary shall be a senior qualified Dental Surgeon of the State Government and shall be a whole time salaried regular employee whose name shall be proposed by the council under section 28 (1) of the Act to the state government for approval for appointment of the Registrar. An amount of honorarium may be fixed by the council, for the Registrar and any changes as required from time to time shall be notified.

OR

The Council may appoint a part time Registrar till such time a regular Registrar is appointed.

- (3) **Terms of the Office of Registrar:-** The terms of the office of the Registrar shall be fixed by the council at the time of appointment. He/she shall normally be retired on attaining the age of 58 years or as per state Government norms unless otherwise determined by the council provided that he/she may be granted extension of service beyond retirement date for a total period not exceeding two years.
- (4)**Other service conditions:** - The Central Civil Services (conduct) Rules, 1964 and Central Civil Service (Classification, control and Appeal) Rules, 1965 as adapted and applied by the State Government from time to time shall mutatis mutandis apply to the Registrar-cum- Secretary.

21. Powers and duties of the Registrar

(1) **Chief Executive Officer**

The Registrar shall be the Chief Executive Officer of the council.

(2) **Drawing and Disbursement Officer:**

The Registrar shall be the Drawing and Disbursement Officer.

(3) **Miscellaneous :-**

- (a) He/she shall perform such duties assigned to him/her under the Act and the Rules and also assigned by the President. He /She shall also be responsible for the

safety of the property of the council, the control and management of the office and accounts and correspondences. He/she shall also see that the Officers/Staff perform such duties as may be required of him/her by the council for the purpose of the Act.

- (b) The Registrar shall not less than 90 days before the expiry of the term of any member of the council, draw the attention of the President to the approaching vacancy and the latter shall forthwith report to the State Government in order that a new member may be nominated or elected to fill the vacancy from the date in which the vacancy occurred.